

Name:

Username:

Group code:

Studies coordinator:



# Information package for new students

Spring 2023

## Welcome to Xamk!

The purpose of this information package is to help you remember the most important links during your studies. Please add your own notes here during the orientation.

You can find all guidelines and current issues on Lux, our intranet service. You can access it at <https://lux.xamk.fi> with your Xamk username (use the long form: **username@edu.xamk.fi**).

On Lux, the most important topics have been gathered for you under the **Studies menu**. Please familiarize yourself with the content. It includes, for example, a detailed description of the digital environment, together with the user guides of the different services.

**On Lux, you can pick your favourite systems and add them to the front page.**



All for the future.

# Systems

## Peppi

Review personal data and study right information, update personal data, enrolments, personal study plan, transcript of records etc.

Log in with Xamk username (use the short form):

**<https://opiskelija.peppi.xamk.csc.fi>**

## Lukkarikone

### (timetable machine)

Lukkarikone allows you to view and plan your schedule:

**<https://lukkarikone.xamk.fi>**

(no login required)

## Learn

Learn is online learning environment that for courses. It offers tools to returning assignments, working in groups, online discussions and keeping in touch with other Learn users, sharing materials and producing content and making online exams.

Log in with Xamk username (use the short form): **[learn.xamk.fi](https://learn.xamk.fi)**.

You can also use Learn with a mobile app "Moodle".

## M365

M365 is a cloud service that provides several tools to support learning.

In the environment you will find e.g. email, cloud storage, and Microsoft Office programs.

Log in with Xamk username (use the long form: [username@edu.xamk.fi](mailto:username@edu.xamk.fi))

**<https://portal.office.com>**

## Teams

Online collaboration platform (part of M365 service). Teams offers many tools for online learning and group activity. It is recommended to install Teams desktop or mobile app.

Log in with Xamk username (use the long form: **[username@edu.xamk.fi](mailto:username@edu.xamk.fi)**).

## Zoom

Online meeting system that allows students to participate in classes online. It is recommended to use Zoom with a desktop app.

You will get the link to each online class from the teacher. Please login as "Guest" with your full name – no username is needed.

## Kaakkuri

Library online service

**<https://kaakkuri.finna.fi>**

## Xinfo

Helpdesk service Xinfo helps if you have problems with the digital environment or systems. Log in with Xamk username (use the short form): **<https://xinfo.xamk.fi>**

(Service request can be submitted also without logging in.)

## Tuudo

Tuudo combines information from Xamk's online services in one place. Download the app on your phone and log in with your Xamk username.

## Xamk duuni

Portal for jobs and work placements. **<https://www.tiitus.fi/xamk>**

You can also download a mobile app. (search for Tiitus in the app store).

## Wireless network

On each campus, you can use a wireless local area network (WLAN) named XAMK. Log in to the network using your Xamk username.



## Student affairs offices

Student affairs offices offer guidance and help in matters such as enrollments, study rights, graduation and using Peppi.

You can also get study related certificates (such as travelling with VR or Matkahuolto) and Kela meal subsidy card (also available on Pivo mobile application).

Every degree programme has a student affairs advisor. If you need personal advice or guidance, please call or send email (firstname.surname@xamk.fi) to your advisor. You can also contact the advisors via Xinfo.

Please check the opening hours and contact information on Lux intranet:

**Studies -> Student guidance and wellbeing.**

My student affairs advisor is:

Student card and questions  
related to that:  
[opiskelijakuntakaako.fi](https://opiskelijakuntakaako.fi)



Xamk



@xamkfi



@xamkfi



@xamkfi



Xamk



South-Eastern Finland  
University of Applied Sciences